

City of Middletown
Finance & Government Operations Commission Agenda
Regular Meeting
Wednesday April 26, 2023 @ 6 pm via WebEx event# 2333 407 8903
Or dial in: 408-418-9388

Present: Councilman Edward McKeon, Councilwoman Linda Salafia, Councilman Gene Nocera, Councilman Anthony Gennaro, Councilwoman Meghan Carta, Finance Director Carl Erlacher, Health Director Kevin Elak, Director of Recreation Catherine Lechowicz, Assistant City Planner Gary Middleton, and Executive Director of Finance, BOE Eduardo Miranda

Absent:

1. Councilman McKeon called the Finance & Government meeting to order and requested a motion to approve the March 29, 2023 minutes. Councilman Nocera motioned to approve, Councilwoman Salafia second; unanimously approved.
2. Public Comments on the Agenda – none
3. Items submitted for discussion:
 - **Health Department** – Local Grant Confirmation totaling \$4,500.00 for kid’s Health and Safety Day

A motion was made by Councilman Nocera to approve the Local Grant Confirmation totaling \$4,500.00 for kid’s Health and Safety Day; Councilwoman Salafia seconded; unanimously approved.

Sponsorship donations for Kid’s Health and Safety Day: Batista/Dunkin Donuts-\$2500; Middlesex Health- \$500; The Root Center-\$500; Kiwanis-\$500; Town and Country Daycare- \$500
 - **Land Use** – Resolution that the Common Council approves the acquisition of the conservation easement and approves the Mayor to execute and deliver in the name of the City of Middletown, the conservation easement and restrictions over 28,773 SF of land located at Training Hill Road Map-Lot 48-0180 and do all other acts to effectuate the foregoing.

A motion was made by Councilwoman Salafia to approve the Resolution that the Common Council approves the acquisition of the conservation easement and approves the Mayor to execute and deliver in the name of the City of Middletown, the conservation easement and restrictions over 28,773 SF of land located at Training Hill Road Map-Lot 48-0180 and do all other acts to effectuate the; Councilwoman Carta seconded; unanimously approved.

In February 2023, the Planning and Zoning Commission approved Re-Subdivision S2023-2 that included a 28,773 SF conservation easement area on Lot 4 Training Hill Road.

The Land Use Department is seeking approval for acceptance of the conservation easement by the City. The Land Use Department is looking to clean up the process for the City's acquisition of conservation areas to ensure the preservation of the land and its natural features with acquiring the land fee by the City.

- **BOE** –1.) Grant Confirmation totaling \$309,371.95 Cafeteria/Food Services; 2.) Grant Confirmation totaling \$503,825.53 for multitude of items, services and programs; 3.) Resolution requesting Resolution 33-22 be rescinded and approval of DAS grant application.

A motion was made by Councilman Nocera to approve the Grant Confirmation totaling \$309,371.95 Cafeteria/Food Services; Councilwoman Carta seconded; unanimously approved.

2799-Food Services \$ 309,371.95. Total Cafeteria/Food Services BOE through 03/15/2023: \$1,922,811.70. Additions: \$309,371.95. Total Cafeteria/Food Services BOE through 04/12/2023: \$2,232,183.65.

A motion was made by Councilwoman Salafia to approve the Grant Confirmation totaling \$503,825.53 for multitude of items, services and programs; Councilwoman Carta seconded; unanimously approved.

2042-IDEA-PART B Sect. 611 Public \$67,090.71; 2043 IDEA-PART B Sect 611 NON Public \$1,749.29; 2080-ARPA School Mental Health Worker \$120,000.00; 2142 IDEA PART B Sect 619 Public \$2,024.00; 2321 OEC Wage Supports \$25,300.00; 2322 CT SEDS Implementation \$21,000.00; 2323 OEC enrollment \$11,424.00; 2634 Rockfall Urban Gardening \$2,925.00; 2721 Special Education: Medicaid \$9,496.00; 8001- Insurance Receipts \$183,186.25; 8003 Workers Compensation Claims \$10,101.17; 8004- Preschool Program Fees \$10,286.00; 8009-Maintenance/Rentals \$11,665.00; 8023- Central Office Receipts \$1,593.85; 8027-Central Office reimbursements \$5,366.96; 8028-MTC Receipts \$8,329.50; 8039-ADED Pearson's RECIEPTS \$112.50; 8044- Education Conference \$10,642.81; 8046-ADED Workforce Alliance Receipts \$1,265.00; 9151- Student Activities BMS \$267.49. Total Special Programs through 03/15/2023: \$21,884,520.64. Additions: \$503,825.53. Total Special programs through 04/12/2023: \$22,388,346.17

A motion was made by Councilman Nocera to approve the Resolution requesting Resolution 33-22 be rescinded and approval of DAS grant application; Councilwoman Carta seconded; unanimously approved.

On March 7, 2022 the Common Council of the City of Middletown considered and approved Resolution No. 33-22 to add photovoltaic panels to the roof of Farm Hill Elementary School. The cost of the project listed in Resolution No 33-22 is incorrect.

Resolution No.33-22 is rescinded and the following is approved:

1. The Common Council, City of Middletown, authorizes the Superintendent of Middletown Public School to apply to the Commissioner of Administrative Services for the PV panel project at Farm Hill Elementary
2. The Common Council, City of Middletown, authorizes the development of plans specifications for the PV panel project at the Farm Hill School
3. The Common Council, City of Middletown, hereby names its Building Committee to oversee the PV panel project at the Farm Hill School
4. Matching funds for this project will be appropriated from the City of Middletown's General Fund.

Fiscal Impact: The impact to the City is \$215,211. The Department of Administrative Services grant reimbursement rate is 65%. The total cost of the project is \$614,888. The matching funds will be appropriated from the City of Middletown's General Fund.

- **Recreation & Community Services**– 1.) Request for an additional Appropriation of \$30,000 for supplies for all Senior programs and Senior repairs Maintenance to building for all unforeseen repairs; 2.) Local Grant Confirmation totaling \$40,000.00 to support Recreation & Community Department activities, supplies, wages, and bussing.

A motion was made by Councilwoman Salafia to approve the. Request for an additional Appropriation of \$30,000 for supplies for all Senior programs and Senior repairs Maintenance to building for all unforeseen repairs; Councilman Nocera seconded; unanimously approved.

\$15,000 appropriation request for line 1000-32000-53100-0130 Senior General Spec Equipment for the purchase of supplies for all Senior programs; \$15,000 appropriation request for line 1000-32000-533820-0130 Senior Repairs Maintenance to building for all unforeseen repairs encountered to date.

A motion was made by Councilwoman Salafia to approve the Local Grant Confirmation totaling \$40,000.00 to support Recreation & Community Department activities, supplies, wages, and bussing; Councilwoman Carta seconded; unanimously approved.

To support Recreation & Community Services Department activities, supplies, wages, and bussing.

- **Public Works**-1.) Resolution requesting approval of the City accepting position of Host Community for Middletown Pride Fest; 2.) Resolution requesting approval of the City accepting position of co-sponsor for 26th Annual Cruise Night on Main Street.

A motion was made by Councilwoman Salafia to approve the Resolution requesting approval of the City accepting position of Host Community for Middletown Pride Fest; Councilman Gennaro seconded; unanimously approved.

The Common Council proudly accepts the position of Host Community for Middletown Pride fest. Middletown Pride fest will take place on Saturday June 3, 2023. The cost and fees, including personnel and subsidiary expenses for the Show mobile shall be waived.

Fiscal Impact for the event: The fire Department posts an EMS crew at these events with Battalion Chief , two Lieutenants, and four Firefighters for four hours at an estimated cost of \$3,940; The Police cost in the budget is \$14,000; Public Works Division costs related to this event are \$3,000; and Health, the cost is about \$100 per event.

A motion was made by Councilwoman Salafia to approve the Resolution requesting approval of the City accepting position of co-sponsor for 26th Annual Cruise Night on Main Street; Councilman Gennaro seconded; unanimously approved.

The Central Business Bureau of the Middlesex County Chamber of Commerce is planning to hold its 26th Annual Cruise Night on Main Street on Wednesday, June 14, 2023. The City of Middletown proudly accepts the position of co-sponsor for this 2023 special event. The fees including personnel for the show mobile, shall be waived. Fiscal Impact for this event: EMS crew at these events with Battalion chief, 2 Lieutenants and 4 Firefighters for 6 hours at an estimated cost of \$2,610, The Police, the cost in the current budget is \$5,000, Public Works, Parks Division will use 8 employees ant straight time for the cost of \$500 and 6 employees at a cost of \$600, Health Department the cost is \$100 per event.

- **Committee-** Review of the City's Fund Balance and Debt Service Policies.

4. Report

- Transfer of Funds/BOE Transfers
- BOE Grant and Receipts Account Descriptions
- General Fund Appropriations
- City's Investments
- Tax Collector Report
- Professional Services Report
- Monthly Expenditure Summary Report
- Quarterly Reports-YSB, Arts & Culture, ECCRA, Senior Services

A motion was made by Councilman Gennaro to adjourn the meeting; Councilwoman Salafia seconded; unanimously approved.

The next regular meeting is Wednesday May 31, 2023 at 6:00 p.m.